

Board Meeting Minutes

Date: 8th August 2019
Location: Thorndon Club
Present: Bradley Watts (BW) (Chair) Barry Ryan (BR), Ann Smith (AS), Catherine Sayer (CS) Willie Bicknell (DM).
Apologies: Brett Simon (BS),

1. Review of Minutes of Previous Board Meeting - 11 July 2019

True and correct record of the minutes
Moved by CS and Seconded by BW.

2. Conflicts of Interests

To be raised as required.

Call Product for investment, BR
Masters Team WB.

Board accepted that there was no material conflict.

3. Board Governance

- It is confirmed that all board members have reviewed and understand each Board policy and process.
- Policy Under Review – Please review and provide any feedback

1.1 SW Board Charter Policies

1.2 SW Governance Process Policies

1.3 SW Board – District Manager Interrelationship policies

1.4 SW District Manager Delegation Policies

Comment made by CS “would hope we could move to simpler governance policies more befitting of an incorporated society with one staff member than a large corporate”.

No other feedback or objections made and as such the policies are deemed to be fit for purpose.

4. Update on assigned work streams

- Ann Roles and Responsibilities
Had a 90 minute conversation with DM and paper will be submitted for September meeting.
- Brett/Catharine Complaints Process
Papers submitted by CS
- Catharine
 - 4..1. Complaints Support Paper
 - 4..2. Complaints Policy
 - 4..3. Revised Code of Conduct.
Papers approved by the board.
CS & AS to discuss minor language changes no further ratification required.
Revision dates

Code of Conduct every 3 years
 Complaints Policy every 5 Years

*WB to redistributed to clubs after final review.

- Barry Finance (Defer to Presentation).
- Brad DM Development & Capability

Other tasks identified

Referee Development, Capturing Club Success stories others, Board profile board, other suggestions from the floor

Women’s Squash Development Sub Committee – Expressions of interest (To Brad)

5. DM Report

- Report taken as read
- Any outstanding points to highlight
 Explain why the Women’s Super Champs E grade participation was low.
 DM is moving to the Wairarapa and will be out of office for a few days.
- DM to Engage clubs on feed back on the 2019 year and expectation on 2020 year.
- Annual awards date was set and published by previous board Saturday November 23rd. Some current board members will not be available due to conflicting schedules.
- Decisions for action (as required)
 Ratified the recommended Wellington Masters Representative Squad.

6. Financials

- Financial report from Xero
- Presentation from Barry
- Additional Commentary.

% Exp	\$ Value	Activity
36.67%	\$ 38,470	Rep Squads
35.16%	\$ 36,880	Club events
28.17%	\$ 29,550	Operational

Questions for the board to consider is weather or not the current club and regional activities are yielding and appropriate return for the funds and energy committed.

Each Board Member to consider the strategic value committed and discuss at next meeting.

Analysis presented of call investment options to get a better rate of return on our money on deposit.

Upcoming budget will be dependent on Annual Plan and engagement session with Clubs. It is recommended that the DM engage the Clubs sooner rather than later.

7. Board Decisions

Adopted in principle points 4.2 & 4.3 above.

Ratified Masters Rep Squad.

Supported the DM in finding a better return for funds on Deposit.

8. Other Business

- Annual Plan
- Next Meeting 12 September 2019

9. Action Points

Id	Status	Raised	Due	Owner	Description
1	Open	11/07/19	08/08/19	CS / BW	Squash Wellington Board Governance Manual
2	Open	11/07/19	08/08/19	All	Sources of Income for SW.
3	Open	11/07/19	08/08/19	All	Written confirmation of read and review of Policies.